

**VILLAGE OF CHERRY VALLEY, IL
“SPECIAL” VILLAGE BOARD OF TRUSTEES MEETING
MONDAY, AUGUST 3, 2015**

THE VILLAGE BOARD OF TRUSTEES OF CHERRY VALLEY, ILLINOIS, WINNEBAGO AND BOONE COUNTIES, CONVENED IN “SPECIAL” SESSION ON THE 3rd DAY OF AUGUST 2015.

PRESIDENT JIM E. CLAEYSSEN CALLED THE MEETING TO ORDER AT 7:06PM AND LED THE PLEDGE OF ALLEGIANCE.

A Roll Call was taken by Clerk Dana Ward.

STEPHEN APPELL	PRESENT	SALLY HOLLEMBEAK	PRESENT
NANCY BELT	PRESENT	GARY MAITLAND	PRESENT
JEFF FUSTIN	PRESENT	DAVID SCHROEDER	PRESENT

Also present: Treasurer Karen Melloch, Public Works Director Chuck Freeman, Chief of Police Larry Neville, Attorneys Jim Stevens and Darron Burke, Dennis McMullen, C.E.S. and Village Clerk Dana Ward.

ADOPT THE AGENDA: President Jim E. Claeysen entertained a motion to adopt the agenda. Trustee Schroeder moved to adopt the agenda. Trustee Appell seconded. All “Aye”; none opposed. Motion carried by voice vote.

APPROVAL OF THE BOARD MINUTES: July 21, 2015. President Jim E. Claeysen entertained a motion to approve the Village Board minutes for July 21, 2015. Trustee Belt moved to approve the minutes for July 21, 2015. Trustee Schroeder seconded. All “Aye”; none opposed. Motion carried by voice vote.

PUBLIC COMMENT: None.

TREASURER’S REPORT: Monthly Finance Report by Treasurer Karen Melloch. Treasurer Karen Melloch stated that in the General Fund, revenues (\$377,000.00) exceeded expenditures (\$286,000.00) by \$91,000.00. The Village is meeting all targets. Governor Rauner has decided not to release the video gaming funds of approximately \$6,400.00 at this time. In the Water Fund, revenue (\$89,000.00) was exceeded by expenditures (\$64,000.00), by \$25,000.00. The expenses were due to salaries and the bond transfer. In Capital Improvements, revenue (\$200,000.00) was exceeded by expense (\$540,000.00), a difference of a negative \$340,000.00. The majority of this amount was for the new Public Works Building, (\$367,000.00). President Jim E. Claeysen added that the Capital Improvement expenses were expected. Treasurer Melloch presented the July Treasurer’s Report. There were no other questions. President Jim E. Claeysen noted that the Trustees have received a copy of this report and entertained a motion to file the July 2015 Treasurer’s Report as presented by Treasurer Karen Melloch. Trustee Maitland moved to place the July 2015 Treasurer’s Report on file. Trustee Appell seconded. All “Aye”; none opposed. Motion carried by voice vote.

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PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Special Presentation by Mr. Walker Wright from The Retail Coach LLC in regards to providing economic development services to the Village of Cherry Valley. Mr. Wright presented a power presentation. Some of the items Mr. Walker presented, but not limited to, were:

- History of The Retail Coach
- Analyzing the market
- Analyzing the Cherry Valley Community
- Discussion with Stakeholders
- Determining the Trade Areas
- Demographic and Psychographic Profiling
- Consumer Surveys and Daytime Population
- Market and Analyzing Market needs
- Project Fees and Possible Expenses

Trustee Schroeder asked Mr. Wright what sets his company apart from his competitors. Mr. Wright responded that the company history sets them apart; they have been in the business for fifteen years. They only have two competitors. One only does data analysis. The other company has only been in business for four years and does not have the relationships with retailers and developers that The Retail Coach does, and, they are price competitive. There are no other questions. President Jim E Claeysen thanked Mr. Wright for his presentation.

2. President Jim E. Claeysen entertained a motion to approve miscellaneous expenses for National Night Out. Trustee Schroeder moved that the Village Board approve \$250.00 for miscellaneous expenses related to the National Night Out Event on August 4, 2015, line item 5260 (Buildings & Grounds). Trustee Hollembeak seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

3. President Jim E. Claeysen entertained a motion to pass and approve a resolution to hold Executive Session Minutes. Trustee Appell moved that the Village Board pass and approve RESOLUTION 2015-09: “A RESOLUTION AUTHORIZING THAT VARIOUS COMMITTEE MEETING AND VILLAGE BOARD MEETING MINUTES FROM 2014 BE HELD CLOSED AT THIS TIME (SINCE THE NEED FOR CONFIDENTIALITY STILL EXISTS AS TO ALL OR PART OF THESE MINUTES)”. Trustee Schroeder seconded. President Jim E. Claeysen noted that there is only a minor change on both resolutions. “Deputy Clerk” will be changed to “Village Clerk”. Both documents are in final form. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

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4. President Jim E. Claeysen entertained a motion to pass and approve a resolution to release Executive Session Minutes. Trustee Hollembeak moved that the Village Board pass and approve Resolution 2015-10: "A RESOLUTION AUTHORIZING THE RELEASE OF CLOSED SESSION MINUTES (VARIOUS COMMITTEE AND VILLAGE BOARD MINUTES FROM 2014)". Trustee Schroeder seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

5. President Jim E. Claeysen entertained a motion to accept Theresa Fernbaugh's resignation from the Planning and Zoning Commission as of July 13, 2015. Trustee Appell moved that the Village Board accept the resignation of Theresa Fernbaugh from the village's Planning and Zoning Commission as of July 13, 2015. Trustee Hollembeak seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

6. President Jim E. Claeysen entertained a motion to appoint Mr. Larry Gray to Planning and Zoning Commission. Trustee Fustin moved that the Village Board appoint Mr. Larry Gray to the Village's Planning and Zoning Commission to fill the unexpired term of Theresa Fernbaugh. Trustee Appell seconded. This term expires May 1, 2018. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

ATTORNEY'S REPORT: JAMES STEVENS. No report.

ENGINEER'S REPORT: Dennis McMullen, C.E.S. No report.

STEPHEN APPELL - PLANNING AND ZONING COMMISSION. Trustee Appell reported that there is a meeting scheduled for August 19, 2015 at 7:00PM. Items on the agenda will address a variance regarding a fence for property at 125 South Lawrence Street and the election of a new chairman.

DAVE SCHROEDER - RECREATION BOARD. Trustee Schroeder reported that the National Night Out Event will take place tomorrow at the Baumann Park baseball diamond at 5:30PM. All are invited to attend.

ORDINANCE REPORT BY TRUSTEE: NANCY BELT.

1. Trustee Belt moved that the Village Board consider this the first reading of "AN ORDINANCE GRANTING A SPECIAL USE PERMIT UNDER SECTION 82-54 AS REQUIRED BY SECTION 82-482(a) OF THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, TO ALLOW FOR THE CONSTRUCTION OF A 100' MONOPOLE CELL TOWER (7164 CHERRYVALE NORTH BLVD., ROCKFORD, ILLINOIS)."

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Trustee Hollembeak seconded. Trustee Fustin asked for an economic explanation regarding the additional height of the monopole requested by the petitioner. Attorney Stevens cannot comment at this time. President Jim E. Claeysen expounded on this and responded that more discussion will take place after Attorney Stevens has time to research this subject. All "Aye"; none opposed. Motion carried by voice vote.

2. Trustee Belt moved that the Village Board consider this the first reading of "AN ORDINANCE GRANTING A VARIANCE TO THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, CHAPTER 82, SECTION 82-55 TO SECTION 82-482(a)(6) REQUESTING ZONING LOT SETBACKS (7164 CHERRYVALE NORTH BLVD., ROCKFORD, ILLINOIS)." Trustee Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.

3. Trustee Belt moved that the Village Board consider this the first reading of "AN ORDINANCE GRANTING A VARIANCE TO THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, CHAPTER 82, SECTION 82-55 TO SECTION 82-482(b)(1)(a) TO ALLOW FOR THE CONSTRUCTION OF A 100' MONOPOLE CELL TOWER (7164 CHERRYVALE NORTH BLVD., ROCKFORD, ILLINOIS)." Trustee Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.

4. Trustee Belt moved that the Village Board consider this the first reading of "AN ORDINANCE GRANTING A VARIANCE TO THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, CHAPTER 82, SECTION 82-55 TO SECTION 82-482(b)(7) TO ALLOW FOR THE CONSTRUCTION OF A 100' MONOPOLE CELL TOWER (7164 CHERRYVALE NORTH BLVD., ROCKFORD, ILLINOIS)." Trustee Hollembeak seconded. All "Aye"; none opposed. Motion carried by voice vote.

Trustee Belt stated that ORDINANCE passes.

FINANCE REPORT BY TRUSTEE: GARY MAITLAND. No report. However, President Jim E. Claeysen noted that the 2014 Financial Report has been received from the auditors. Final comments are due from the village trustees to the Treasurer by August 10, 2015.

PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN. No report.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Trustee Schroeder moved that the Village Board approves Change Order #1 in regards to the Village of Cherry Valley's 2015 Miscellaneous Sidewalk Construction Project with Stenstrom Excavation and Blacktop Group, a total deduction from this contract of \$18,333.00, which results in a new contract amount of \$40,114.00, line item 5395 Streets. Trustee Fustin seconded. President Jim E. Claeysen noted that the restoration projects will be done by Public Works Department employees. A Roll Call was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

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2. Trustee Schroeder moved that that the Village Board award the 2015 Street Maintenance Phase 2 Project, which includes South Mill Road, Baumann Park, and Alleys, to the lowest responsive bidder, Rock Road Companies, Inc., in the amount of \$180,502.11, line item 5390 Capital Improvements and line item 5390 Streets. Trustee Belt seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

3. Trustee Schroeder moved that the Village Board waive the rules regarding bidding procedures for painting the exterior of Water Tower #1 for the Village of Cherry Valley. Trustee Appell seconded. Attorney Jim Stevens noted that this is a specialized task, only one company responded with a proposal and it is over the proposal procedure limit of \$20,000.00. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

4. Trustee Schroeder moved that the Village Board hire Maxcor, Inc. to paint the exterior of Water Tower #1 at a cost of \$113,762.00, line item 5405 Water. Trustee Appell seconded. This proposal came in under the estimated cost of \$125,000.00. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

5. Discussion and possible Village Board action regarding Cherry Tree Plantings throughout the village. Chairman Schroeder noted that there has been discussion in committee regarding areas for planting trees. There is money budgeted from the Baumann Park Reforestation project. Public Works Director Chuck Freeman made a suggestion for planting groves of tree, up to fifteen trees in one location. Some areas recommended for planting were Baumann Park, Penfield Crossing, near the bike path at Harrison/Rt. 20, Butler Park and Fisher Park. Discussion ensued regarding where to plant, number of trees to plant per location, costs of the trees and consideration for a watering program. This request is being made now in order to place an order this fall for the cherry trees to be planted next spring. Funds will come from the 2016-2017 budget year. Chairman Schroeder moved that the Village Board approve the planting of cherry trees throughout the Village at a cost not to exceed \$4,000.00 for approximately 45 trees to populate throughout the Village of Cherry Valley. Trustee Hollembeak seconded. A Roll Call vote was taken:

STEPHEN APPELL	AYE	SALLY HOLLEMBEAK	AYE
NANCY BELT	AYE	GARY MAITLAND	AYE
JEFF FUSTIN	AYE	DAVID SCHROEDER	AYE

Motion carried by a vote of 6 to 0.

Trustee Schroeder stated that PUBLIC WORKS passes.

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PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL. No report.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

1. Discussion and possible Village Board action regarding the office structure of the village’s Administration Office. Trustee Hollembeak asked that the Village Board members take in to consideration the three different plans for the restructuring of the Administration Office which have been provided by President Jim E. Claeysen. The plans for restructuring the administration office were briefly discussed at previous PERSONNEL committee meetings and Trustee Hollembeak would like this item to stay on the agenda until a plan is put into place. Trustee Hollembeak would like to have full member participation in this discussion. Also, she would like the Village Board’s opinion on the idea of a full-time Village President. There will be a “SPECIAL” Village Board meeting set to discuss this further. A “SPECIAL ORDINANCE meeting will be at 6:30PM on August 31, 2015 with a “SPECIAL” VILLAGE BOARD meeting to follow. Watch the Village Calendar for a change in the meeting schedule.

Trustee Hollembeak stated that PERSONNEL passes.

BOARD COMMENTS: None.

ADJOURNMENT: President Jim E. Claeysen entertained a motion to adjourn. Trustee Hollembeak moved to adjourn at 8:44PM. Trustee Belt seconded. All “Aye”; none opposed. Motion carried by voice vote.

Recorded by Dana Ward, Village Clerk.

Minutes reviewed by President Jim E. Claeysen on August 12, 2015.

**AGENDA
VILLAGE OF CHERRY VALLEY, IL
“SPECIAL”VILLAGE BOARD OF TRUSTEES MEETING
MONDAY AUGUST 3, 2015
7:00 PM**

CALL THE MEETING TO ORDER: PRESIDENT JIM E. CLAEYSSEN

PLEDGE OF ALLEGIANCE:

ROLL CALL TAKEN BY: VILLAGE CLERK DANA WARD

VILLAGE TRUSTEES:	STEPHEN APPELL	SALLY HOLLEMBEAK
	NANCY BELT	GARY MAITLAND
	JEFF FUSTIN	DAVID SCHROEDER

ADOPTION OF THE AGENDA:

APPROVAL OF THE BOARD MINUTES: July 21, 2015.

PUBLIC COMMENT:

TREASURER’S REPORT: July 2015 Report from Treasurer Karen Melloch

PRESIDENT’S REPORT: JIM E. CLAEYSSEN.

1. Special Presentation by Mr. Walker Wright from The RetailCoach LLC in regards to providing economic development services to the Village of Cherry Valley.
2. Motion that the Village Board approve \$250.00 for miscellaneous expenses related to the National Night Out Event on August 4, 2015 from line item 5260 (Buildings & Grounds).
3. Motion that the Village Board pass and approve “A RESOLUTION AUTHORIZING THAT VARIOUS COMMITTEE MEETING AND VILLAGE BOARD MEETING MINUTES FROM 2014 BE HELD CLOSED AT THIS TIME (SINCE THE NEED FOR CONFIDENTIALITY STILL EXISTS AS TO ALL OR PART OF THESE MINUTES)”. Resolution Number 2015-9.
4. Motion that the Village Board pass and approve “A RESOLUTION AUTHORIZING THE RELEASE OF CLOSED SESSION MINUTES (VARIOUS COMMITTEE AND VILLAGE BOARD MINUTES FROM 2014)”. Resolution Number 2015-10.
5. Motion that the Village Board accept the resignation of Theresa Fernbaugh from the village’s Planning and Zoning Commission as of July 13, 2015.
6. Motion that the Village Board appoint Mr. Larry Gray to the village’s Planning and Zoning Commission to fill the unexpired term of Theresa Fernbaugh.

ATTORNEY’S REPORT: JAMES STEVENS.

ENGINEER’S REPORT: DENNIS McMULLEN, C.E.S.

EX-OFFICIO’S REPORTS:

STEPHEN APPELL - PLANNING AND ZONING COMMISSION.

DAVE SCHROEDER - RECREATION BOARD.

ORDINANCE REPORT BY TRUSTEE: NANCY BELT.

1. Motion that the Village Board consider this the first reading of AN ORDINANCE GRANTING A SPECIAL USE PERMIT UNDER SECTION 82-54 AS REQUIRED BY SECTION 82-482(a) OF THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS TO ALLOW FOR THE CONSTRUCTION OF A 100’ MONOPOLE CELL TOWER (7164 CHERRYVALE NORTH BLVD., ROCKFORD, ILLINOIS).

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7:00 PM**

ORDINANCE REPORT (CONT.)

2. Motion that the Village Board consider this the first reading of AN ORDINANCE GRANTING A VARIANCE TO THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, CHAPTER 82, SECTION 82-55 TO SECTION 82-482(a)(6) REQUESTING ZONING LOT SETBACKS (7164 CHERRYVALE NORTH BLVD., ROCKFORD,ILLINOIS).
3. Motion that the Village Board consider this the first reading of AN ORDINANCE GRANTING A VARIANCE TO THE CODE OF ORDINANCES FOR THE VILLAGE OF CHERRY VALLEY, ILLINOIS, CHAPTER 82, SECTION 82-55 TO SECTION 82-482(b)(1)(a) TO ALLOW FOR THE CONSTRUCTION OF A 100’ MONOPOLE CELL TOWER (7164 CHERRYVALE NORTH BLVD., ROCKFORD,ILLINOIS).
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FINANCE REPORT BY TRUSTEE: GARY MAITLAND.

PUBLIC SAFETY REPORT BY TRUSTEE: JEFF FUSTIN.

PUBLIC WORKS REPORT BY TRUSTEE: DAVID SCHROEDER.

1. Motion that the Village Board approve Change Order Number 1 in regards to the Village of Cherry Valley 2015 Miscellaneous Sidewalk Construction Project with Stenstrom Excavation and Blacktop Group, a total deduction from this contract of \$18,333.00 which results in a new contract amount of \$40,114.00 from line item 5395 Streets.
2. Motion that the Village Board award the 2015 Street Maintenance Phase 2 Project (South Mill Road, Baumann Park, Alleys) to the lowest responsive bidder, Rock Road Companies, Inc. in the amount of \$180,502.11 from line item 5390 Capital Improvements and line item 5390 Streets.
3. Motion that the Village Board waive the rules regarding bidding procedures for painting the exterior of Water Tower #1 for the Village of Cherry Valley.
4. Motion that the Village Board hire Maxcor, Inc. to paint the exterior of Water Tower #1 at a cost of \$113,762.00 from line item 5405 Water.
5. Discussion and possible Village Board action regarding Cherry Tree Plantings throughout the village.

PLANNING AND DEVELOPMENT REPORT BY TRUSTEE: STEPHEN APPELL.

PERSONNEL REPORT BY TRUSTEE: SALLY HOLLEMBEAK.

1. Discussion and possible Village Board action regarding the office structure of the village’s Administration Office.

EXECUTIVE SESSION:

RECONVENE TO OPEN SESSION:

BOARD COMMENTS:

ADJOURNMENT:

JEC (7-31-15)